

**Duluth Economic Development Authority
Bayfront District
Request For Proposals #2010-02:
Technical Assessment**

Background

In 1993 and 1994, the Duluth Economic Development Authority (DEDA) acquired approximately twenty-four acres of property along the water front, thereafter referred to as the Bayfront district. The property was purchased and assembled on behalf of a proposed outlet mall project that ultimately did not move forward. Subsequently, DEDA conveyed approximately three acres to the City for public park purposes. The balance of the land has remained vacant and underutilized and is adjoined by a recently shuttered cement processing facility (the LaFarge plant).

The redevelopment potential of the Bayfront has taken a recent turn due to two key initiatives: First, DEDA and the Minnesota Department of Natural Resources (DNR) have entered into a Cooperative Agreement to study the viability of constructing a transient boat facility at Bayfront's DEDA-owned property thereafter referred to as Lot D.

The second catalyst initiative is the consolidation of two LaFarge operations and the subsequent purchase of their former Bayfront property by Pier B Holding LLC for a proposed commercial development. Pier B Holding LLC is currently seeking a conditional option for the adjacent, DEDA-owned property thereafter referred to as Lot C.

Please refer to the attached exhibit for a Bayfront map.

In order to make an informed decision regarding viability, site use and project costs for the DNR boat basin/facilities, grant funding has been secured to obtain technical information on the DEDA properties. Specifically, DNR has secured a Minnesota Coastal Program grant to secure technical assessment data to include but not limited to land and bathymetric surveys, topography, seawall evaluation as detailed in the Scope of Work section of this RFP document. Additionally, DEDA has been awarded a grant from the Minnesota Department of Employment and Economic Development (DEED) for a supplemental Phase II investigation and the preparation of a Response Action Plan. DEDA, as property owner, is assuming responsibility for issuing the RFPs for the required work, to include administering both grants.

Purpose

This RFP is requesting proposals for technical assessment data as detailed within the Scope of Work section. The technical information obtained through this technical assessment will be used in decision making for the optimum location for a boat basin as well as associated physical opportunities and constraints for related property development. Decision making will require a knowledgeable understanding of what environmental and physical conditions may need management or improvements in order to proceed with development plans. DEDA is issuing a separate RFP for a supplemental Phase II contamination investigation, geotechnical investigation, and preparation of a response action plan (RAP) at designated locations in the Bayfront. It is therefore expected that successful project bidders will be prepared to work cooperatively / collaboratively with other parties on the site. Note that there will be a limited number of days during the summer months when parking for public events will be allowed on the property. "Fourth Fest" is an example of this; there will be advance notice provided for coordination.

All work, field investigations, reports and all deliverables must be completed by **July 15, 2010**.

Scope of Work / Deliverables

The following are work elements to be addressed in a proposal's scope of work that may include a range of one item to all of the work depending upon the skill set / qualifications of the consultant:

- **Topography / Land Survey:** Contractor to generate maps depicting land survey, DEDA property boundary, existing development, utilities, and topographic data for Lot D. **Deliverables:** *Maps showing the required data, electronic (PDF and DWG) and hard copies (6).*
- **Sea Wall Evaluation:** Contractor to furnish underwater and top side surveys of approximately 3000 feet of DEDA property surrounding Slips 2 and 3 of the Bayfront waterfront to develop "as built" and existing general structural conditions. This includes a Level I underwater condition assessment survey (swim by inspection) which will provide a general assessment of the deterioration of the dock walls. **Deliverables:** *Representative plans and drawings of the sea walls, outlining construction and structural condition with recommendations for needed repair, electronic (PDF and DWG) and hard copies (6).*
- **Underwater Side Scan:** Contractor to furnish underwater imagery of Slips 2 & 3 of the Bayfront Waterfront property. Imagery will be obtained by using a side scan sonar system that provides reflected acoustic returns

processed into an image similar to an aerial photograph with location information from a DGPS (differentially corrected global positioning system) to identify points of the imagery. **Deliverables:** *Side Scan Imagery with location information and a summary of significant findings, electronic and hard copies / report (6).*

- **Bathymetry:** Contractor to perform bathymetric surveys of both Slips 2 & 3. **Deliverables:** *Drawings showing bathymetry, electronic versions compatible with existing data/drawings of bathymetry outside the slips; electronic (PDF and DWG) and hard copies (6). Bathymetric survey shall utilize the same horizontal and vertical datums as the topographical / land survey.*
- **Foundation Investigation:** Contractor to perform an investigation to determine “as built” construction on Lot D of remaining cement slabs / foundations and a physical inspection. This will include an archive search to determine what construction plans are available and then taking subsequent steps in field work to fill informational gaps. Contractor will provide limited recommendations on reuse capacity of the existing foundations, based upon “as built” construction evaluation as well as physical inspections. **Deliverables:** *Identification of slabs / foundations, summary of “as built” construction based on archival review and field inspections, and recommendations for re-use potential, electronic (PDF and DWG) and hard copies (6).*

Proposal Contents

Proposals for the conduct of technical work must include the following information (a point-scoring system will be based upon these elements):

- Description of all / specific elements to be addressed in technical evaluation.
- Description of approach and methodology intended to perform these tasks and details of deliverables.
- Timeline of work (from proposed start dates through benchmarks to final submission of deliverables - final deadline of July 15, 2010).
- Budget / Cost for each work element proposed. Include “not to exceed” total project cost, any sub-consultant fees, anticipated direct expenses, and identify any assumptions made while developing this cost proposal.
- Qualifications for those conducting or supervising work including Project Manager, engineers, field technicians, and any others involved in the

work. Indicate whether the project work will be fully completed by consultant staff, and/or the extent to which sub-consultants will be utilized, including the names of sub-consultant firms. Include examples of similar projects / work performed by the proposing firm as well as what experience key staff members have with similar projects.

An updated Phase I of the site is available at:
<http://www.duluthmn.gov/files/EngDocs.zip>. Applicants are strongly encouraged to review this background information.

Inquiries about submission of proposals or aspects of this work should be directed to:

*Heidi Timm-Bijold
Duluth Economic Development Authority
Manager, Business Resources-- City of Duluth
402 City Hall – 411 West First Street
Duluth, MN 55802
phone 218.730.5324 or email htimm@duluthmn.gov*

Deadline for proposal submission will be **4 p.m. CST April 23, 2010**.

Submit one hard copy and one CD copy of your response to this RFP to:

Dennis Sears, Purchasing Agent
411 West First Street
City of Duluth
Duluth, MN 55802

Consultant Evaluation and Selection Process

The DEDA, in consultation with the MN Department of Natural Resources will evaluate and select the most qualified and cost effective consultant based upon the responses submitted to this request. Emphasis will be placed upon proposals that clearly demonstrate that they will result in a better understanding of the physical conditions that may need management or improvements to proceed with development plans. The City of Duluth's Purchasing Division will oversee the evaluation and selection process.

The DEDA reserves the right to seek additional information and/or request clarification of any proposal. The DEDA reserves the right to reject all proposals if they are found lacking in qualifications, are non-responsive / non-conforming, or if proposed project costs exceed the available budget for the work. The DEDA reserves the right to select more than one vendor to give presentations if so desired or to select the best proposal and enter into further negotiations with the vendor.

Thank you in advance for your consideration and interest. We appreciate your time and effort to respond to this request.